

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, SEPTEMBER 11, 2019 12:00 PM
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

The meeting was called to order by Vice Chairwoman, Kim Taylor, who announced it was to be noted in the Book of Minutes that the required 48 hours notice of this meeting was mailed to the offices of *The Times*, the *Trentonian* and the Clerk of the City of Trenton, as well as, having been posted in the main entrance of the Housing Authority in accordance with the New Jersey Open Public Meetings Law also known as the Sunshine Law.

ROLL CALL

PRESENT: Clifton Anderson, Nikisea Dotts, Gary Gentry, Shenette Gray, John C. Raines, Commissioners; Kim Taylor, Vice Chairperson, and Jelani B. Garrett, Secretary/Executive Director

ABSENT:

Also Present: Grant Wright, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Petrona Jerome and Andrew Nwadike, Asset Managers; Pamela Brooks, Manager of Resident Services; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Darren “Freedom” Green, Security Manager, Francine Nalbone, Human Resources Specialist, Fateema Kirk, Administrative Assistant, Violet Arndt and Ebony Mathis, Finance, and Councilman Santiago Rodriguez

Vice Chairwoman Taylor stated that before we could adopt the agenda, we need to make an amendment due to the appointment of a new Commissioner. Vice Chair Taylor introduced Nikki Dotts and stated she is the new resident appointee. Vice Chair Taylor went on record thanking Commissioner Weldon for her years of service, dedication and commitment to this Authority and its residents. Since she was the Chair, we need to hold an election to appoint someone to finish out her term. She then asked for a motion to amend the agenda. Commissioner Raines moved that the agenda for September 11, 2019 be amended and approved; the motion was seconded by Commissioner Gray and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	0

Vice Chairwoman Taylor then turned the meeting over to Jelani B. Garrett, Secretary to the Board. Secretary. Director Garrett asked for nominations for the position of Chair. Commissioner Gentry nominated Kim Taylor. Commissioner Ingram wanted to know what the criteria was before he made a nomination. Secretary Garrett stated that any Commissioner is eligible to be Chair there is no special requirement for Chairperson. Commissioner Ingram then nominated Commissioner Anderson. Secretary Garrett then asked if he could get a second for Commissioner Taylor. Commissioner Gray seconded the nomination for Commissioner Taylor and Commissioner Raines seconded the nomination for Clifton Anderson. Secretary Garrett then asked for a roll call on the nomination of Commissioner Taylor and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson		1	
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray		1	
Commissioner Lee Ingram		1	
Commissioner John C. Raines		1	
Commissioner Kim Y. Taylor	1		
Total	3	4	0

Director Garrett then asked for the roll to be called on the nomination of Commissioner Anderson and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	0

Commissioner Anderson was appointed as Chairman for the remainder of Chairwoman Weldon's term.

Chairman Anderson stated next was the adoption of the Regular and Executive Session Minutes for the June 12th meeting, the Special Teleconference held on July 7th and the Regular and Executive Session Minutes held on August 14, 2019. Commissioner Raines moved that the Regular and Executive Session minutes be moved and Commissioner Dotts seconded the motion. Commissioner Anderson asked if there were any questions, seeing there are none he called for the roll and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray			1
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor		1	
Total	5	1	1

Minutes Approved.

Chairman Anderson then asked for the report of the Secretary.

Jelani B. Garrett, Executive Director/Secretary, stated that before he moves on to the Resolutions, he wanted to apprise the Board of some good news. He stated that in the Operations Report under the Executive Director tab you will find some bullet point document called Page Homes Deal Points, we did close the deal on August 23, 2019. This was a big milestone for us, and I would like to thank the Attorney from Hill Wallack, Ozge Otarsi. In dealing with Attorneys, this has been one of my best experiences. Our team included Chrysti Huff and Rick Ginetti our Redevelopment Project Manager. The four of us negotiated that deal and on the other side of the table there were at least 20 attorneys. We represented ourselves well. Director Garrett provided them with the details of the project.

Director Garrett stated that we have applied for Lead Base Paint Grant, Capital Fund Safety and Security Grant, Family and Self Sufficiency Grant and the Choice Neighborhood Grant and we were awarded One Million Dollars for the Lead Base Paint Grant. We applied for this grant because every time we do projects the inspectors come in and want to see the Lead-free Certifications. We are 99.9% sure that we are lead-free however, we can not locate the actual certifications so this will allow us to obtain them. After that we are going to find creative ways, within the law, to use those funds. We were unsuccessful with the Capital Fund Safety and Security Grant, we are unsure about the Resident Opportunity Grant, and we should know in mid-October about the Choice Neighborhood Grant.

Director Garrett stated that the website should be launched in mid-October. Due to the change in commissioners, we want to do another photo shoot so that are Commissioners are up to date. The new website will provide our residents the ability to pay online and it will give us the opportunity to get information out there.

Director Garrett gave a brief overview of the Resolutions on the agenda.

Jelani B. Garrett, Secretary/Executive Director introduced 19-29 approving disbursements for the months of June July and August 2019. Executive Director Garrett asked that the Board of Commissioners adopt this Resolution approving the disbursements for the month June, July and August 2019.

Chairman Anderson stated he would take a motion for Resolution 19-29. Commissioner Raines moved the motion and Commissioner Gray seconded the motion. Chairman Anderson asked if there were any questions. Commissioner Taylor asked about check number 6919 payable to Wanda Boynton, Settlement Agreement with CWA. Director Garrett stated he would prefer to discuss that in closed session.

Chairman Anderson asked if there were any more questions. Seeing there were none, Chairman Anderson asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-29

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director stated that Resolution 19-30 and 19-31 are together. Director Garrett explained that we went out to bid on 2 occasions to turn around 30 vacant units; the first time the bid came back at \$616,000 and we rejected it, the second time the bid came back at \$460,000. Based on our cost estimates that bid was also rejected. So, what we are asking is that the Board reject both those bids in Resolution 19-30 and in Resolution 19-31 award those units to VC Construction at the negotiated price of \$400,000.

Chairman Anderson asked for a motion to move Resolution 19-30 and 19-31 together. Commissioner Raines moved the motion and Commissioner Ingram seconded the motion. Chairman Anderson asked if there were any questions. Commissioner Ingram stated he noticed that VC Construction got the units and the compactors and asked if there were any other competitors for either of the two. Director Garrett stated that there were no bids received for the compactors and for the units all the other bids were too high, or they didn't have the appropriate qualifications, or they couldn't produce payment/performance bonds. I have to be honest with you, we have been developing local contractors, we have been reaching out to them to do these bids, but they didn't respond. Commissioner Ingram stated he just didn't like companies getting monopolies on a lot of work. Chairman Anderson asked if there were any other questions; seeing there were none, Chairman Anderson then asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-30 and 19-31

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	1

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director introduced Resolution 19-32 authorizing the Executive Director to enter into an agreement with a qualified firm to conduct a RAD Capital Needs Assessment using the CNA e Tool.

Chairman Anderson asked for a motion to move Resolution 19-32 Commissioner Raines moved the motion and the Commissioner Ingram seconded the motion. Chairman Anderson asked if there were any questions.

Chairman Anderson asked if there any more questions, seeing there are none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 19-32</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	1

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director introduced Resolution 19-33 authorizing the Executive director to execute a contract with Group 14 Engineering for Measurement and Verification and savings in connection with the Energy and Performance Contract. Director Garrett explained we entered into approximately 25 million dollars in EPC improvements and HUD requires us to perform these measurement and verification of energy improvements each year to ensure that we have achieved the savings that we said we were going to achieve. HUD actually pays the amortization cost. They give you the lessor of cost or savings so that is why it is important for your savings to be more than your cost so that you get the monies required to pay the loans on that. Group 14 Engineering is the group who engineered the EPC and has been performing the Measurement and Verification for the last 3 years. They had a 3-year contract, and this renews their contract for another 3 years. Fifteen packages were requested but we only received 2 proposals; one from Group 14 and 1 from another firm. Group 14 was the highest qualified firm. The resolution authorizes the Executive Director to enter into a 3-year contract not to exceed \$271,397 for a 3-year period.

Chairman Anderson asked for a motion to move Resolution 19-33. Commissioner Ingram moved Resolution 19-33 and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Seeing there are none he called for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-33

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	1

Resolution passed.

Director Garrett stated that we have begun to see the benefits of the solar panels at Donnelly Homes. Last month we received a check for \$85,000 in renewable credits. Every year we have a firm that manages that for us, and not only do we save money by providing our own energy, we also get Energy Renewable Credits.

Jelani B. Garrett, Secretary/Executive Director stated Resolution 19-34 is the trash compactors at all 3 senior buildings. This has been an issue that has been plaguing us for quite some time. The compactors are obsolete; we get complaints about the smell; they break down and, we have to manage the residents as well they throw things down there that stops them up. The compactors need to be replaced so we put out a bid for 3 of the compactors at the senior buildings as well cleaning and painting of the rooms. We want to make sure the compactors are working well, and the smell and those types of things are mitigated, and residents don't have to be subjected to those conditions. Resolution 19-34 authorizes the Executive Director to enter into a contract with V.C. Construction to replace the trash compactors at all 3 Senior buildings in an amount not to exceed \$126,900.

Chairman Anderson asked for a motion to move Resolution 19-34. Commissioner Raines moved Resolution 19-34 and Commissioner Ingram seconded the motion. Chairman Anderson asked if there were any questions. A question was asked regarding the timeframe of the job. Deputy Executive Director Godfrey provided the details of the job. Chairman Anderson asked if there were any other questions; seeing there are none he called for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-34

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	1

Jelani B. Garrett, Secretary/Executive Director called on Clifford Godfrey, Deputy Executive Director to introduce Resolution 19-35.

Clifford Godfrey, Deputy Executive Director introduced Resolution 19-35 which authorizes the Executive Director to enter into a Direct Purchase Agreement with EAW Security to provide both product and services to THA for video surveillance at Donnelly Homes. He explained that the cameras system currently in place is obsolete and maintenance services were discontinued over three years ago. It has been determined that today's cost to repair/replace the existing infrastructure would be costly and time consuming. Recent major crimes/incidents have taken place in and around Donnelly Homes sparking a high level need to provide surveillance footage to local law enforcement. He then provided them with the details of a new system. Commissioner Ingram stated he had a question; he wanted to know if we can have more roving security. Can we do a cost assessment on making the part-time cards full time. Jelani B. Garrett, Executive Director explained that we are always going to have part-time security. It is not cost effective for the agency due to the additional cost for benefits such as sick time, vacation time, health benefits and pension. We have met with the Police and they have increased their presence and it seems to be helping. In the past we have hired off-duty police on the Friday, Saturday, and Sunday and that didn't seem to help. And with the cameras, we agreed that we would tie them into their system. Once we get up and running, they will have the ability for remote access. Commissioner Ingram asked if the Police will be able to pull it up in their cars. Director Garrett and Godfrey provided the Board with more details on the happenings of security.

Chairman Anderson asked for a motion to move Resolution 19-35. Commissioner Ingram moved Resolution 19-35; Commissioner Dotts seconded the motion. Chairman Anderson asked if there were any more questions. Seeing there are none he asked for a roll call and upon the roll being called the motion carried as follows:

RESOLUTION 19-35

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	1

This concluded the Report of the Secretary.

NEW BUSINESS

Commissioner Ingram stated that when he comes up here on the weekend this place is a mess. There is trash all over the place. He asked if there was any way we could bring employees in a couple of hours on the weekend to clean up. Director Garrett stated that we are already paying over 180-man hour per week to clean up. Ms. Brooks, Resident Services Manager is working with the County to set up a community service program. It can't just be all on the Housing Authority; I have a crew of 9 men to clean up the grounds, hallways, dumpster areas. This must be a community effort. Commissioner Ingram stated that residents are not being held accountable. Director Garrett stated that we must be more aggressive with holding them accountable for their actions.

Commissioner Taylor reported that she has been reappointed to continue her leadership in NAHRO for another 2 years so the Housing Authority will continue to have a voice. Commissioner Taylor also stated she asked the Attorney if there was anything that could be done about the personal harassment against. It was stated that this is a topic for Executive Session.

Commissioner Gentry asked if there was a way to determine the maintenance cost for the last year and break it down by building. Director stated absolutely. Commissioner Gentry then asked where HUD stands on public/private partnerships. Director stated that they are fully behind it. Page Homes is a public/private partnership. Everything we are seeking to do is pretty much public/private partnerships. Commissioner Gentry stated that he believes that in New York they have people who invest in Housing Authority's. There was further discussion with regards to the public/private partnerships.

REPORT FROM THE CHAIR

First, I would like to thank the Commissioners for electing me the task to finish out the term of the esteemed past Chair Weldon. I know that I have some big shoes to fill and I will do my best. I would like to thank everyone for coming out today especially our Councilman. Please tell your colleagues and hopefully we can develop a good relationship with them.

PUBLIC COMMENT

No one in the public requested to speak.

Chairman Anderson stated this concludes the public comments; there will be an Executive Session and we will not be returning. He then called for a voice vote to conclude the public session. The voice vote carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner Nikesia Dotts	1		
Commissioner Gary Gentry	1		
Commissioner Shenette Gray	1		
Commissioner Lee Ingram	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Total	7	0	1

Public Session was adjourned at 12:53 p.m.

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton